

DHARVEEN DURAI

INFORMATION TECHNOLOGY



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14/8/2025

Dear Mr/Ms,

14 August 2025

I am writing to express my interest in an entry-level Information Technology position at your organization. As a fresh graduate in Information Technology, I am eager to apply my academic knowledge, build professional experience, and contribute to your team's success. I am available to start work from September 2025.

Throughout my studies, I have built a strong foundation in IT concepts while developing key strengths such as adaptability, problem-solving, and attention to detail. I am eager to expand my knowledge in a professional environment, learn from experienced colleagues, and apply my skills to support both technical and organizational goals.

I am particularly drawn to your company's focus on innovation and technology-driven solutions. I believe my willingness to learn, dedication to continuous improvement, and ability to collaborate effectively in a team will allow me to contribute positively to your projects.

I would be grateful for the opportunity to discuss how my skills and enthusiasm align with your organization's goals. Thank you for considering my application.

Yours faithfully,

Dharveen Durai A/L Duraai